

Notice of Meeting

Health and Wellbeing Board

**Date & time**

Thursday, 5 April 2018
at 1.00 pm

Place

Committee Room C., County
Hall, Kingston-Upon-Thames,
KT1 2DN

Contact

Richard Plummer
Room 122, County Hall
Tel 020 8213 2782
richard.plummer@surreycc.gov.uk

If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9122, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email richard.plummer@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Richard Plummer on 020 8213 2782.

Board Members

Dr Andy Brooks (Co-Chairman)

Chief Officer, Surrey Heath Clinical Commissioning Group

Mrs Helyn Clack (Co-Chairman)

Cabinet Member for Health, Surrey County Council
Clinical Chair, Surrey Downs CCG

Dr Russell Hills

Cabinet Member for Children, Surrey County Council
Clinical Chair, East Surrey Clinical Commissioning Group

Mrs Clare Curran

Dr Elango Vijaykumar

Dr Charlotte Canniff

Clinical Chair, North west Surrey Clinical Commissioning Group

Dr Andy Whitfield

Clinical Chair, North East Hampshire and Farnham Clinical Commissioning Group

Peter Gordon

Chair, Healthwatch Surrey

Helen Atkinson

Strategic Director of Adult Social Care and Public Health, Surrey County Council

John Jory

Chief Executive, Reigate and Banstead Borough Council

David Munro

Surrey Police and Crime Commissioner

Dr David Eyre-Brook

Clinical Chair, Guildford and Waverley Clinical Commissioning Group

Mr Mel Few

Cabinet Member for Adults, Surrey County Council

Borough Councillor Paul Spooner

Leader, Guildford Borough Council

Jason Gaskell

CEO, Surrey Community Action

Rose Durban

Interim Strategic Director of Children, Schools and Families, Surrey County Council

TERMS OF REFERENCE

The Health and Wellbeing Board:

- oversees the production of the Joint Health & Wellbeing Strategy for Surrey;
- oversees the Joint Strategic Need Assessment; and
- encourages integrated working.

PART 1 **IN PUBLIC**

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence and substitutions.

2 MINUTES OF PREVIOUS MEETING: 7 DECEMBER 2017

(Pages 1
- 16)

To agree the minutes of the previous meeting.

3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

4 QUESTIONS AND PETITIONS

There were none.

a Members' Questions

The deadline for Member's questions is 12pm four working days before the meeting (*28 March 2018*).

b Public Questions

The deadline for public questions is seven days before the meeting (*29 March 2018*).

c Petitions

The deadline for petitions was 14 days before the meeting. No petitions have been received.

5 BOARD BUSINESS

(Pages
17 - 36)

To update the Board on any key issues relevant to its areas of work, membership and terms of reference.

The Health and Wellbeing Strategy (2018) is attached for reference and final approval.

- 6 LETTERS CIRCULATED BY THE BOARD** (Pages 37 - 42)
- To review letters sent by the co-chairman of the Board between the date of the last meeting and the current date.
- 7 FORWARD PLAN AND ACTION REVIEW** (Pages 43 - 56)
- To review and agree the Board forward work program and actions tracker.
- 8 SUSTAINABILITY AND TRANSFORMATION PARTNERSHIPS UPDATE** (Pages 57 - 58)
- Purpose of the report:** To update the Health and Wellbeing Board on progress on the Sustainability and Transformation Partnerships affecting Surrey.
- 9 PRIORITY STATUS UPDATE: IMPROVING OLDER ADULT'S HEALTH AND WELLBEING** (Pages 59 - 70)
- Purpose of the report:** Performance Management/Policy Development and Review
- 10 PRIORITY STATUS UPDATE: IMPROVING CHILDREN'S HEALTH AND WELLBEING** (Pages 71 - 82)
- Purpose of the report:** Performance Management/Policy Development
- The purpose of this report is to update the Health and Wellbeing Board on progress against the outcomes under the 'improving children's health and wellbeing' priority within the Joint Health and Wellbeing Strategy. An update is provided to the Board every six months with the last in September 2017.
- 11 PHARMACEUTICAL NEEDS ASSESSMENT** (Pages 83 - 328)
- Purpose of report:**
- a) To present the Surrey Pharmaceutical Needs Assessment (PNA), highlighting key aspects of the PNA including its recommendations to the Health and Wellbeing Board (HWB)
 - b) To ask the HWB to ratify the PNA following the Chair's Action to approve publication on 1st April 2018 in accordance with the requirements of the NHS (Pharmaceutical Services and Local Pharmaceutical Services) Regulations 2013.
- 12 COMMUNICATING INFORMATION THROUGH THE HOSPITAL DISCHARGE JOURNEY** (Pages 329 - 342)
- Purpose of the report:** To highlight patient experience of hospital discharge.
- 13 DATE OF THE NEXT MEETING**
- The next public meeting of the Health and Wellbeing Board will be on 7 June 2018.

Joanna Killian
Chief Executive
Surrey County Council
Published: Wednesday, 28 March 2018

QUESTIONS, PETITIONS AND PROCEDURAL MATTERS

The Health and Wellbeing Board will consider questions submitted by Members of the Council, members of the public who are electors of the Surrey County Council area and petitions containing 100 or more signatures relating to a matter within its terms of reference, in line with the procedures set out in Surrey County Council's Constitution.

Please note:

1. Members of the public can submit one written question to the meeting. Questions should relate to general policy and not to detail. Questions are asked and answered in public and so cannot relate to "confidential" or "exempt" matters (for example, personal or financial details of an individual – for further advice please contact the committee manager listed on the front page of this agenda).
The Public engagement session held at the end of the meeting is made available to Members of the public wanting to ask a question relating to an Item on the current agenda. Questions not relating to items on the agenda will need to be submitted in advance of the meeting.
2. The number of public questions which can be asked at a meeting may not exceed six. Questions which are received after the first six will be held over to the following meeting or dealt with in writing at the Chairman's discretion.
3. Questions will be taken in the order in which they are received.
4. Questions will be asked and answered without discussion. The Chairman or Board Members may decline to answer a question, provide a written reply or nominate another Member to answer the question.
5. Following the initial reply, one supplementary question may be asked by the questioner. The Chairman or Board Members may decline to answer a supplementary question.

MOBILE TECHNOLOGY AND FILMING – ACCEPTABLE USE

Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting. To support this, County Hall has wifi available for visitors – please ask at reception for details.

Anyone is permitted to film, record or take photographs at council meetings. Please liaise with the council officer listed in the agenda prior to the start of the meeting so that those attending the meeting can be made aware of any filming taking place.

Use of mobile devices, including for the purpose of recording or filming a meeting, is subject to no interruptions, distractions or interference being caused to the PA or Induction Loop systems, or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

It is requested that if you are not using your mobile device for any of the activities outlined above, it be switched off or placed in silent mode during the meeting to prevent interruptions and interference with PA and Induction Loop systems.

Thank you for your co-operation